



# The City of West University Place

*A Neighborhood City*

## CITY COUNCIL

Susan Sample, Mayor  
Wayne J. Franklin, Mayor Pro Tem  
Bob Higley, Councilmember  
Kellye Burke, Councilmember Mardi  
Turner, Councilmember

## STAFF

M. Chris Peifer, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

## CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in a workshop and regular session on **Monday, August 27, 2018**, in the Municipal Building, 3800 University, West University Place, Texas beginning at approximately **6:00 p.m.**

### Workshop Agenda was as follows:

**Call to Order.** Mayor Sample called the meeting to order at approximately 6:00 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Franklin, Councilmembers Burke, Higley, and Turner, City Manager Peifer, City Secretary Gilliam, IT Director McFarland, and Police Chief Walker.

### 1. Virtual Gate Security Program

Matters related to a workshop to receive an update on the City's Virtual Gate Security Program. *Discuss and take any desired action.* **Mr. Gary McFarland, IT Director and Mr. Ken Walker, Police Chief**

Councilmember Higley moved to recess the workshop and convene into executive session in accordance with Section 551.076 of Chapter 551 of the Texas Government Code. Councilmember Turner seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Franklin, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

City Council held the executive session in the Council Chambers Conference Room where IT Director McFarland and Police Chief Walker provided an update on the Virtual Gate Security Program.

### 2. Close Executive Session and Reconvene Special Meeting in Council Chambers

Councilmember Higley moved to close the executive session and reconvene the workshop at 6:34 p.m. Councilmember Burke seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Franklin, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

No Action Taken.

### 3. Adjourn Special Meeting

Councilmember Higley moved to close the workshop session. Councilmember Burke seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Franklin, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

Workshop closed at approximately 6:35 p.m.

**Regular Meeting Called to Order.** Mayor Sample called the regular meeting to order at approximately 6:35 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Franklin, Councilmembers Burke, Higley, and Turner, City Manager Peifer, Assistant City Manager/Public Works Director Beach, City Attorney Petrov, City Secretary Gilliam, Police Chief Walker, Communications Director Jett, and Finance Director Kalka

**Pledge of Allegiance:** Mark Cheek, Troop 266, led the Pledge.

**Notice of Meeting:** City Secretary Gilliam confirmed that the notice of the meeting was duly posted in accordance with the Texas Government Code, Chapter 551.

Regular Meeting Agenda items were as follows:

### 4. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items. Commenters were:

- Robert Grossman, 4103 Ruskin, spoke regarding the AT&T issue.
- Alida Drewes, 6112 Fordham, spoke regarding various issues, including AT&T facility and the purchase of police vehicles

### 5. Award contract for Police Vehicles

Matters related to the purchase of two (2) police vehicles. *Recommended Action: Appropriate \$96,000 from the Vehicle Replacement Fund for the replacement of two (2) police patrol vehicles and ancillary equipment; award the bid to Helfman Ford in the amount of \$62,290, and authorize the city manager to purchase the two police vehicles and ancillary equipment. Mr. Dave Beach, Public Works Director*

Councilmember Higley moved to (1) appropriate \$96,000 from the Vehicle Replacement Fund for replacement of two police patrol vehicles and ancillary equipment; (2) award the bid received from Helfman Ford in the amount of \$62,290; and (3) authorize the city manager to purchase two police patrol vehicles and ancillary equipment. Mayor Pro Tem Franklin seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Franklin, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

**6. Designation of Houston-Galveston Area Council Representatives**

Matters related to a designating a representative and an alternate to the Houston-Galveston Area Council 2019 General Assembly. *Recommended Action: Discuss and take any desired action. Mr. M. Chris Peifer, City Manager*

Councilmember Turner moved to designate Mayor Susan Sample as the representative and Councilmember Kellye Burke as the alternate for the Houston-Galveston Area Council 2019 General Assembly. Mayor Pro Tem Franklin seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Franklin, Burke, Turner  
**Noes:** Higley  
**Absent:** None

**7. Consent Agenda**

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**A. City Council Minutes**

Approve City Council Action Minutes of August 13, 2018. *Recommended Action: Approve Minutes. Ms. Thelma Gilliam, City Secretary*

Councilmember Higley moved to approve the Consent Agenda as presented. Mayor Pro Tem Franklin seconded the motion. **MOTION PASSED.**

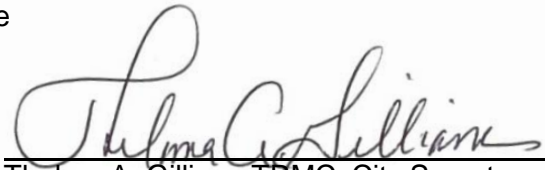
**Ayes:** Sample, Franklin, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

**8. Adjourn**

With no other matters before Council, Councilmember Higley moved to adjourn the meeting at approximately 6:52 p.m. Mayor Pro Tem Franklin seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Franklin, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

Prepared by:

  
Thelma A. Gilliam, TRMC, City Secretary

09/10/18  
Council Approval Date